



**Mark Mercer**  
Chair

**Rose Haverkos**  
Vice-Chair

**Voting Members: Kathy Becker, Elizabeth Crehan, Robert Harris, James Johns, Trevor Snider, Robert Vollbrecht, Ed Wilson**

**Ex-Officio Members: Letitia Block, Craig Bucheit, and Nadine Hill**

**Secretary: Marcos Nichols, Boyce Swift**

**I. Call to Order – 6:05 pm**

**II. Roll Call**

Mercer	Haverkos	Becker	Crehan	Harris	Johns	Snider	Vollbrecht	Wilson
Absent	Present	Present	Absent	Present	Absent	Present	Present	Present

**III. Introductions**

**IV. Review and approval of previous meeting minutes**

The subcommittee members agreed to accept that they have received and approved the previous meeting minutes from the March 21<sup>st</sup> CE&CP subcommittee meeting at the March 28<sup>th</sup> Diversity and Inclusion Commission meeting. The motion passed.

**V. New Business**

A. Survey questions for internal and external surveys

Vice Chair Rose Haverkos addressed the subcommittee members regarding the results from the submitted top five question choices for the internal and external surveys to address barriers to diversity and inclusion.

From the members' top choices the following questions were selected as the top choices for both the internal and external survey to address barriers to diversity and inclusion:

Internal:

1. How did you first find out about the jobs or career you either applied for and/or filled?
2. In your opinion, what was the most difficulty portion of applying for a position at the City of Hamilton?
3. How does your division or department consider customers with secondary language, or other communication needs?
4. Do you believe the City as an organization and leadership is open to ideas for improving the City as an organization?
5. In your experience, how inclusive and diverse are the City's Departments through their staff makeup, decisions and actions?
6. In your experience, how inclusive and diverse are the City's Boards and Commissions through their member makeup, decisions and/or actions? – also could be external
7. Do you value diversity in the workforce?

External:





1. Do you believe the City as an organization and leadership is open to ideas from improving the City as an organization? [Will re-word for actual survey]
2. In your experience, how diverse and inclusive are the City's Departments through their staff makeup, decisions and/or actions? [Will re-word for actual survey]
3. In your experience, how diverse and inclusive are the City's Boards and Commissions through their member makeup, decisions, and/or actions? [Will re-word for actual survey]
4. What do you think is the highest barrier of diversity and inclusion within the organization of the City of Hamilton? [Will re-word for actual survey]
5. Does the City of Hamilton need to provide more jobs? [Will re-word for actual survey]
6. Have you heard of or found employment opportunities within the City of Hamilton? [Will re-word for actual survey]
7. Are there issues you feel that the City is not addressing or the City is not aware of? [Will re-word for actual survey]
8. I desire to live in a community that is diverse: (Strongly agree, Agree, Neutral, Disagree, Strongly disagree)

Subcommittee member Ed Wilson will provide a list of the top selected questions and distribute to the full commission at the upcoming Diversity and Inclusion Commission meeting on Monday, May 23<sup>rd</sup>.

B. Discussion of Diversity and Inclusion workshop

Vice Chair Rose Haverkos updated subcommittee members informing them that a budget for the Diversity and Inclusion Commission has been identified and the Commission will move forward with the workshop upon Chairman Mercer meeting with Busi Dlamini.

**VI. Audience of Citizens**

Individuals may speak during this part of the Agenda. All individuals who intend to speak are requested to sign in at the table in the back of the room. Each speaker is allowed 5 minutes.

**VII. Audience of the Commission**

Commission members may bring up any issues not on the agenda and not previously discussed at the current meeting.

**VIII. Schedule Next Meeting**

- A. June 20, 2016 6 PM, 5<sup>th</sup> floor conference room

**IX. Motion to Adjourn**

There was a motion by Bob Harris, seconded by Kathy Becker, to adjourn the meeting. The motion passed. – 7:16 pm

